



**Homes and
Community Renewal**

Legacy City Access Program

APPLICATION

MAY 2021

Please submit applications and direct questions to:

Madeline Fletcher
Director, Distressed Asset Preservation
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Legacy City Access Program Application

Please review the Legacy City Access Program Term Sheet before completing this application.

Informational Questionnaire

Please mark YES or NO for each question.

1. Is the applicant a municipality or NYS Land Bank approved by NYS ESD? ____YES ____NO
2. Is the applicant a Non-profit housing organization? ____YES ____NO
3. Does each proposed project target between five and ten 1-3 family, vacant homes?
____YES ____NO
4. Is the proposed Project(s) located in a community with historical disparities in terms of access to mortgage credit and homeownership for applicants of color. If local data is not available, use the Climate Leadership and Community Protection Act (CLCPA) mapping tool found here: <https://www.nysed.gov/ny/disadvantaged-communities>
____YES ____NO
5. Is the proposed project assemblage located in a city where available census data reflects a population decline greater than 1% since 2010?
____YES ____NO
6. Is there a minority developer partner identified for the project (s)? ____YES ____NO
7. Are all the properties in the project currently owned by the applicant municipality or Land Bank with clear title or does the Land Bank have an agreement with the FGU to acquire the properties?
____YES ____NO
8. Has the applicant partnered with a local HUD-certified homeownership counseling agency to provide homeownership education and counseling to prospective homebuyers?
____YES ____NO
9. Does each property have a scope of work and estimated cost prepared by a building professional? ____YES ____NO
10. Can the properties be renovated to a quality standard and sold at or below the required affordability level using the subsidy and financing identified in the application?
____YES ____NO
11. Has the applicant reviewed the project with CPC or another lender acceptable to HCR and secured a letter of interest or other documentation that the lender is interested in providing construction financing?
____YES ____NO

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Applicant Information

Applicant: _____

Developer Partner (if applicable): _____

Primary Contact Person: _____

Address: _____

Phone: _____

Email: _____

Website: _____

Project Information

(Each applicant may apply for funding for up to three projects that each meet the basic criteria in the Legacy City Access Term Sheet. HCR may select any number of the projects for funding, including none.)

Project 1:

Addresses: _____

City/Town: _____ County: _____

NYS Senate District: _____ NYS Assembly District: _____

Project 2:

Addresses: _____

City/Town: _____ County: _____

NYS Senate District: _____ NYS Assembly District: _____

Project 3:

Addresses: _____

City/Town: _____ County: _____

NYS Senate District: _____ NYS Assembly District: _____

Legacy City Access Program Application

Project Description and Supporting Information

Please prepare the materials below and submit electronically with the Informational Questionnaire, Applicant Information and Project Information above. Please refer to the Legacy City Access Term Sheet for project requirements—the information provided below should address all the scoring criteria on the term sheet. A single PDF is preferred.

1. Property Information and Map

- List properties and attach a map showing their relationship to each other. If more than one project is proposed, please include a map for each.
- Please demonstrate that each proposed project is located in a community with historical disparities in terms of access to mortgage credit and homeownership for applicants of color. If local data is not available, use the Climate Leadership and Community Protection Act (CLCPA) mapping tool found here: <https://www.nyserda.ny.gov/ny/disadvantaged-communities>
- Include any information about other revitalization work in the target area undertaken by the applicants or other groups.
- Please describe why the applicant believes the Project would have a meaningful impact on the area.
- If the project does not meet the minimum criteria, please explain why the project should be considered.

2. Organizational Information

Briefly describe the organization's previous activity in the neighborhoods where any project is located. Included details about the strategies employed, total number of properties returned to active use and other information that illustrates the impact the organization has already had, if any. If this is a new target area, please describe other work that demonstrates the organization's ability to implement the proposed project.

3. Developer Partner Information

If applicable, please describe any previous work that the developer has done with the Applicant's properties or in the focus area, if any. If none, please describe the developer's other relevant experience. Please describe any process through which the developer was identified as a partner. The program prioritizes providing opportunities to minority developer businesses, please specify whether the developer is a minority-owned business (MWBE certification is not required for this role).

If an MWBE developer is not part of the proposed development team, please describe how the project will engage other MWBE businesses in the development process.

4. Homeownership Counseling Partner

Identify the HUD-certified homeownership counseling agency partner and briefly describe their experience working in the community.

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Legacy City Access Program Application

5. Scope of Work

Briefly describe the scope of work and expected cost for each building necessary to create quality homes. Please attach supporting documentation prepared by a building professional that reflects the current conditions, scope, and cost. Describe and document any energy efficiencies or quality standards used.

6. Marketing Goals

Please describe how the homes will be marketed to income-eligible households with emphasis on outreach and education, and connection to lending opportunities for traditionally underrepresented home buyers and those least likely to apply.

7. Project Budget(s)

Please provide a budget and supporting documentation for each proposed Project which reflects:

- The total development cost for each Project proposed with a detailed budget.
- All the proposed construction sources and uses, including developer equity, bank financing, the Legacy City Access subsidy and any other subsidy proposed. Other subsidies should be able to be secured within 6 months of a Legacy City award. Include documentation that CPC or another proposed construction lender acceptable to HCR is interested in participating as well as any other evidence that other proposed sources have been secured or are being pursued.
- An assessment of the proposed sale prices for each home and an assessment of affordability at that price for local residents. This assessment should consider both the MSA Area Median Income as well as targeted neighborhood affordability. Please also document that the proposed price is supportable in the market for the target neighborhood with other comparable homes sales.